

**DEPARTMENT OF SOCIAL SERVICES**

744 P Street, Sacramento, CA 95814



September 24, 2002

COUNTY FISCAL LETTER (CFL) NO. 02/03-28

TO: ALL COUNTY WELFARE FISCAL OFFICERS  
ALL COUNTY WELFARE DIRECTORS

SUBJECT: FISCAL YEAR (FY) 2002/03 IN-HOME SUPPORTIVE SERVICES  
(IHSS) PROGRAM ADMINISTRATIVE ALLOCATION

The purpose of this letter is to provide counties with their IHSS allocation. As approved in the Budget Act of 2002, a total of \$217 million in Federal, State, and County Funds will be made available for costs associated with Personal Care Services Program (PCSP) activities, Supported Individual Providers (SIP), nurses, and denials of assistance.

**IHSS Basic**

The IHSS allocation was developed in conjunction with the County Welfare Directors Association and uses the following factors:

- Each county's actual average monthly paid cases for the period May 2001 through July 2002.
- Each county's FY 2000/01 actual IHSS unit cost.
- Each county's actual Title XIX usage rate based on expenditures for FY 2001/02.
- Each county was guaranteed to receive a minimum allocation of 100% of their prior four quarters expenditures (FY 2001/02).
- The 20 small counties each received \$130,000 above their base allocation for development of their Public Authority.

The caseload information used in this allocation was obtained from the In Home Supportive Services Management Statistics Summary Report. The allocation methodology used assumes that each IHSS/PCSP case takes 11.5 hours to process. The cases were multiplied by the 11.5-hour standard and then divided by 1,778 hours available per worker to arrive at the Full Time Equivalents for each county. An adjustment was made to provide all counties with a minimum of one-half social worker.

Counties that operate with SIPs were allocated additional funds included in the Budget Act of 2002 based on a percent to total of the SIP amount included in the FY 2001/02 allocation. These additional funds were added to the initial base allocation.

The IHSS health-related (HR) usage rate was applied to the total program level to identify potential Title XIX Federal funds for those activities in both PCSP and the residual program. The State General Fund (SGF) share was calculated at 70% of the non-federal share of the program.

The State share of administrative costs for IHSS activities claimed to Program Codes (PC) 102, IHSS-Skilled Professional Medical Personnel; 103, IHSS-PCSP/HR; 104 IHSS-Non HR/NonPCSP; and 330 IHSS – Fraud, on the County Expense Claim will be charged against this allocation. Expenditures that exceed the State allocation will be transferred to county-only through State Use Only PC 193, State Use Only-IHSS.

### **IHSS Advisory Committee**

Three million in Federal and State funds is available for continued operation of the county Advisory Committee required by Assembly Bill (AB) 1682 (Chapter 90, Statutes of 1999). The SGF portion of \$1,601,000 has been distributed equally to the participating counties and has been included in your total allocation on the attachment. PC 023 captures costs associated with the IHSS Advisory Committees. PC 023 is tracked against the total IHSS allocation.

If you have any questions concerning this allocation, please call your county analyst in the County Financial Analysis Bureau at (916) 657-3806.

GLORIA MERK  
Deputy Director  
Administration Division

Attachment  
c: CWDA

## FY 2002/03 IN-HOME SUPPORTIVE SERVICES (IHSS) &amp; ADVISORY COMMITTEE ALLOCATION

COUNTIES	FY 2002/03 IHSS ALLOCATION	FEDERAL SHARE	STATE SHARE	COUNTY SHARE	July 01-June 02 IHSS HR Usage Rate	Distribution of FY 02/03 SIP Allocation
<i>Display only</i>						
ALAMEDA	\$9,276,045	\$4,586,285	\$3,291,259	\$1,398,502	49.70%	\$0
ALPINE	\$234,431	\$24,895	\$155,102	\$54,435	0.00%	\$0
AMADOR	\$348,878	\$171,322	\$132,716	\$44,841	47.48%	\$0
BUTTE	\$1,541,847	\$746,542	\$565,141	\$230,165	47.84%	\$0
CALAVERAS	\$400,073	\$191,329	\$154,548	\$54,197	45.18%	\$0
COLUSA	\$411,825	\$207,695	\$151,318	\$52,813	46.83%	\$74,097
CONTRA COSTA	\$6,772,378	\$3,366,145	\$2,392,790	\$1,013,444	49.75%	\$0
DEL NORTE	\$431,712	\$182,002	\$183,224	\$66,487	42.04%	\$0
EL DORADO	\$587,380	\$239,015	\$252,283	\$96,083	39.34%	\$0
FRESNO	\$6,896,488	\$2,993,365	\$2,740,613	\$1,162,511	43.39%	\$74,990
GLENN	\$501,178	\$250,979	\$183,566	\$66,634	48.19%	\$70,115
HUMBOLDT	\$1,319,915	\$616,369	\$500,909	\$202,638	46.30%	\$430,750
IMPERIAL	\$1,694,911	\$628,605	\$754,841	\$311,466	38.24%	\$352,696
INYO	\$279,636	\$129,603	\$113,450	\$36,584	46.61%	\$0
KERN	\$3,551,432	\$1,621,552	\$1,359,343	\$570,538	45.82%	\$1,255,178
KINGS	\$614,983	\$295,110	\$232,338	\$87,536	49.71%	\$47,442
LAKE	\$921,072	\$435,532	\$348,305	\$137,236	48.07%	\$0
LASSEN	\$289,091	\$139,665	\$113,025	\$36,402	40.16%	\$0
LOS ANGELES	\$81,601,854	\$39,803,289	\$29,267,427	\$12,531,139	49.40%	\$0
MADERA	\$535,885	\$248,031	\$209,925	\$77,930	46.12%	\$0
MARIN	\$1,555,443	\$759,720	\$565,433	\$230,291	48.96%	\$0
MARIPOSA	\$259,849	\$96,029	\$123,101	\$40,720	33.10%	\$0
MENDOCINO	\$1,971,007	\$976,348	\$704,688	\$289,972	50.07%	\$363,369
MERCED	\$1,250,212	\$605,307	\$459,861	\$185,045	47.68%	\$0
MODOC	\$269,689	\$132,892	\$104,185	\$32,613	50.00%	\$0
MONO	\$253,471	\$65,000	\$140,357	\$48,115	19.94%	\$0
MONTEREY	\$2,355,444	\$1,081,911	\$899,900	\$373,634	46.12%	\$290,406
NAPA	\$476,457	\$188,451	\$210,031	\$77,976	39.39%	\$78,212
NEVADA	\$645,102	\$304,339	\$246,961	\$93,803	45.94%	\$0
ORANGE	\$5,695,064	\$2,460,984	\$2,272,283	\$961,798	43.72%	\$0
PLACER	\$930,502	\$446,639	\$347,131	\$136,733	47.19%	\$0
PLUMAS	\$386,336	\$178,530	\$153,891	\$53,916	44.34%	\$0
RIVERSIDE	\$6,495,250	\$3,045,343	\$2,423,362	\$1,026,546	47.27%	\$0
SACRAMENTO	\$11,261,735	\$5,711,334	\$3,893,708	\$1,656,694	50.86%	\$1,091,304
SAN BENITO	\$333,593	\$128,966	\$151,666	\$52,962	34.66%	\$0
SAN BERNARDINO	\$10,153,262	\$5,187,237	\$3,484,645	\$1,481,381	51.29%	\$2,833,628
SAN DIEGO	\$9,900,338	\$4,653,600	\$3,672,717	\$1,574,021	47.32%	\$0
SAN FRANCISCO	\$10,893,749	\$5,276,132	\$3,940,759	\$1,676,859	48.88%	\$0
SAN JOAQUIN	\$3,370,225	\$1,663,499	\$1,203,135	\$503,592	49.74%	\$0
SAN LUIS OBISPO	\$1,518,343	\$657,595	\$610,951	\$249,798	44.15%	\$154,300
SAN MATEO	\$2,409,155	\$1,006,762	\$990,102	\$412,292	41.78%	\$61,053
SANTA BARBARA	\$1,611,104	\$738,025	\$619,582	\$253,498	45.08%	\$0
SANTA CLARA	\$6,076,555	\$2,919,882	\$2,218,098	\$938,576	48.18%	\$0
SANTA CRUZ	\$1,602,433	\$778,070	\$585,481	\$238,883	49.35%	\$0
SHASTA	\$1,060,304	\$500,390	\$400,367	\$159,548	47.68%	\$66,795
SIERRA	\$315,373	\$140,777	\$130,644	\$43,953	44.90%	\$0
SISKIYOU	\$437,098	\$194,804	\$178,033	\$64,262	44.04%	\$0
SOLANO	\$2,559,403	\$1,235,500	\$935,159	\$388,745	48.93%	\$318,741
SONOMA	\$2,964,568	\$1,431,487	\$1,081,584	\$451,498	48.23%	\$304,458
STANISLAUS	\$3,172,912	\$1,595,264	\$1,112,781	\$464,868	50.41%	\$300,874
SUTTER	\$277,783	\$131,547	\$110,792	\$35,445	47.16%	\$57,097
TEHAMA	\$736,248	\$297,708	\$315,405	\$123,136	39.45%	\$0
TRINITY	\$338,928	\$134,535	\$151,502	\$52,892	40.86%	\$0
TULARE	\$1,409,978	\$712,111	\$496,934	\$200,934	51.16%	\$0
TUOLUMNE	\$452,516	\$222,092	\$169,724	\$60,701	49.60%	\$102,229
VENTURA	\$1,892,067	\$989,064	\$640,529	\$262,475	52.72%	\$180,194
YOLO	\$1,025,785	\$486,809	\$385,710	\$153,267	48.05%	\$231,290
YUBA	\$559,108	\$281,815	\$202,532	\$74,762	50.81%	\$110,284
<b>TOTAL</b>	<b>\$217,087,429</b>	<b>\$104,293,813</b>	<b>\$79,435,831</b>	<b>\$33,357,785</b>	<b>48.49%</b>	<b>\$8,849,502</b>